

## **NORTH MANCHESTER PARK AND RECREATION BOARD**

March 29, 2017

### **MINUTES**

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Mel Sautter (20), Jack Vineyard (17) and Maurine Reed (19). Also present were Jennifer Hotchkiss (Director) and Linda Miller (Assistant Director).

### **CALL TO ORDER**

President Mel Sautter called the meeting to order at 6:04 p.m.

### **VISITOR COMMENTS**

There were none.

### **MINUTES**

Minutes from the February 22, 2017 Regular Meeting were presented for approval. Motion for approval as presented (MR/JV) was passed by a voice vote of members present.

### **BUILDING UPDATE**

The Building Update Report was included in the Director's Report. (Copy attached).

### **MAINTENANCE BUILDING UPDATE**

The Maintenance Building Update Report was included in the Director's Report. (Copy attached).

### **MAINTENANCE REPORT**

The Maintenance Report was reviewed. (Copy attached).

### **DIRECTOR REPORT**

The Director Report was reviewed. (Copy attached).

### **TREASURER'S REPORT AND BILL PAYMENTS**

#### **Claims and Allowance Docket**

The March Claims and Allowance Docket in the amount of \$52,023.32 was reviewed. Motion to approve the February Claims and Allowance Docket in the amount of \$52,023.32 (JV/MR) was passed by a voice vote of members present.

### **Monthly Park and Recreation Financial Reports**

The March Claims Summary, Utility Comparison Report, February Revenue Report and February P & L were reviewed.

## **UNFINISHED BUSINESS**

### **Splash Board**

Mel stated that he sent Thank You notes to Michael and Jane. He has not yet contacted the other 2 members (Mike Kroll and Rachel Luttrell) but will do so in the next few weeks. Jennifer said she ran into Joe Messer and talked to him about utilizing someone from his Entrepreneur Program. He said he may be able to work that out this summer and have an intern available to work on this project for Fall Semester. He also said it may be possible to get a group of students to help with an event each year. Maurine said that Jim Smith informed her that the Learn More Center will no longer be doing their annual 5K in the fall and that maybe this would be a good opportunity for SPLASH Board to step in and have one. The board agreed. Mel asked everyone to think of names for possible Committee members for this event and report them at the next meeting. Some that were mentioned were Gary Montel, Jody Sarber, Dan and Weebe Naragon.

## **NEW BUSINESS**

### **New Software**

Jennifer reported that she and Linda have explored three options for new Registration and Membership software and that they have participated in a demo for each of them. The board was given a two sided information sheet comparing the three systems. Jennifer and Linda recommend the purchase of Recdesk, a cloud based software that appears to be very user friendly. Motion for approval to purchase Recdesk as presented (JV/MR) was passed by a voice vote of members present.

### **Scout Hall Rental Deposit**

Jennifer informed the board that we have been experiencing problems with people renting the Scout Hall, leaving it a mess and breaking rules. Right now our deposit is only \$50 and it is called a key deposit. The rental agreement states that if they break any rules they don't get it back. However, the last rental, Jennifer had to send an invoice for additional cleaning because it was left such a mess. We now have a list of people not to rent to, but the problem is that they just have someone rent it in another name. The \$50 deposit is nothing to them. Jennifer suggested that we should raise it. A lengthy discussed followed. She will speak with Police Chief Kirk to see if there is anything they can do for us when the rules are being violated. This item will be tabled until next month. Hopefully we can come back with some ideas.

### **Town Life Center Basketball Court**

Mel mentioned that when he was in Florida, he saw a smaller basketball court which might be a less expensive option for the Town Life Center. It was a half court with 3 goals which is also less surface area to maintain. He also wondered if Duke Energy could be contacted about possibly removing the old poles currently there. Jennifer said she will talk to Anne about that.

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**COMMENTS AND QUESTIONS**

There were none.

**ADJOURNMENT**

Meeting was adjourned at 7:05 p.m.

APPROVED \_\_\_\_\_

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Mel Sautter, President

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Tim McLaughlin, Vice President

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Mandy Fierstos, Member

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Maurine Reed, Member

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Jack Vineyard, Member